

S E C R E T

SUPPLY DIVISION WEEKLY REPORT

PERIOD ENDING 8 MAY 1984

I. Progress Report on Tasks Assigned by the DCI/DDCI

None.

II. Items or Events of Major Interest that have Occurred During the Preceding Week**a. TDY's**

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██████████ is TDY to SOVA/LOGS until 18 May. Joyce is assuming the duties of the Logistics Officer while the incumbent is in Training. ██████████

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b. ASAPS

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██████████ Attended the Agency Standard Automated Property System (ASAPS) course on 7 and 8 May ██████████

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c. Wang

During the past week, Supply Management Branch has received a number of written and oral complaints about the quality of currently stocked ribbons (7510-00-H04-2541) and OCR-A print wheels (7430-00-H04-2555) for Wang word processors that were acquired from sources other than Wang.

SMB has taken several steps to correct this problem. A Management Hold has been placed on both of these items and no issues are being made. A shelf count of brands other than Wang is being conducted. Procurement has been notified and has agreed to order Wang supplies until several other brands of ribbons and print wheels can be tested and evaluated. Upon completion of appropriate testing, acceptable brands will be stocked at the ██████████

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[redacted] OSB, through consultation with the Office of Communications and the Logistics Wang System Administrator, has successfully adapted OSB Wang word processing equipment to produce cables. This procedure not only produces a neater copy, but will reduce paper holdings since the two-part cable form is replaced by single ply, continuous feed paper. [redacted]

25X1

d. Annual National Utilization Officer Conference

The second annual National Utilization Officer (NUO) Conference sponsored by the General Services Administration (GSA) is scheduled for 17 May 1984. The conference will offer updates on current GSA property management initiatives and present an opportunity for NUO's to provide GSA with feedback on program effectiveness. Three representatives from OL plan to attend this conference. [redacted]

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e. Other

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[redacted] C/CPB/SD/OL and [redacted], C/OSB/SD/OL participated as OL consultants in a recent OTE Exercise for the DA Career Trainee Program. In this exercise, the CT's were to develop a Standby Mobile Emergency Response Force [redacted]. Each DA office provided consultants to assist the trainees in their decisionmaking process. Trainee team leaders then presented their findings/recommendations to the SSA/DDA. The SSA/DDA advises that the exercise was extremely successful. [redacted]

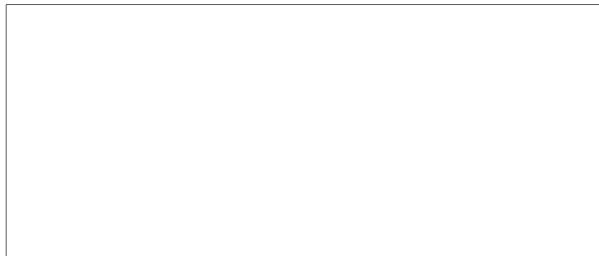
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III. Significant Events Anticipated During the Coming Week

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None.



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[REDACTED] WEEKLY REPORT
PERIOD ENDING 7 May 1984

I. Items or Events of Major Interest that have Occurred during the Preceding Week:

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[REDACTED]

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c. Support to the Office of Communications: The [REDACTED] contracted for the export packing of a 250 KW generator by a commercial packer under an existing Depot packing contract. Commercial packing of this item saved the Depot approximately 100 production hours. [REDACTED]

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d. Depot Renovations:

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1. The General Services Administration finally completed repairs to a main water line within the Depot that had been leaking for several weeks. [REDACTED]

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2. Despite the continued deluge of rain during the month of April, the Depot roof has remained intact with only very minor, easily patched, leaks developing. [REDACTED]

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3. Work on resumption of the repaving effort is still being delayed due to inclement weather. A lengthy drying out period is needed before substantial work can be accomplished. [REDACTED]

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[REDACTED]

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4. Thirteen additional Wang cable drops are being installed within the core office area of the Depot. These cable installations will satisfy both immediate and future requirements for additional workstations.

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